

RATE SHEET & TERMS 2024



Office: 202-780-9863

General Inquiry: info@avleads.com
Accounting: accounting@avleads.com

Travel Expenses

- Per Diem is based on standard GSA Rates.
- Any flights purchased by AV Leads will be billed back on the final invoice.
- Any hotels purchased by AV Leads will be billed back on the final invoice.
- All Uber, Lyft, Luggage, and miscellaneous travel expensive will be billed back on the final invoice.
- Travel day rates are equal to 1 working day per travel day

Additional Terms

- Any changes made under 48 hours cannot be guaranteed.
- Every quote is for ONE VENUE only unless discussed in advance. Crew cannot move from one venue to another without approval.
- Working Crew Lead is required on shows with more than 8 technicians. Dedicated Crew Lead is required for all shows with more than 20
- Any technician scheduled for a full day and is cut early will still be charged as a full day rate regardless of the time they are cut.

How to submit your labor request

Please send an email to
info@avleads.com
with the following information:

- Event Name
- Venue Name
- Venue Address
- Venue City
- Venue State
- Meeting Place
- Onsite Contact (Name & Number)
- Dates & Times along with position needed.
- If requesting Lead Engineers-please be sure to attach any gear lists & Diagrams.

You can also use our online labor request template : <https://www.avleads.com/laborrequest/>

BILLING & PAYMENTS

Labor charges are non-negotiable.

AV Leads tracks and documents all hours worked for every client.

Labor Charges for actual hours worked will appear on the final invoice. All invoices are due on terms of NET 30 unless otherwise noted. Late Fees (10% of invoice total) will be charged on all invoices that are deemed OVERDUE, and will incur additional fees of 10% per month of previous total.

By using **AV Leads**
you accept all the defined Labor
Terms & Conditions above.

*Rates can vary based on scope, location & availability. Please send gear list and diagrams in possible when requesting Lead or Specialty positions. Clients may not book any technician provided by AV Leads directly. Clients must contact AV Leads prior to direct contact for booking. Financial penalties may apply.